JOB DESCRIPTION

Year 7 and 8 Intervention Teacher	**GRADE: MPS/UPS**
RESPONSIBLE TO: *Senior Leadership Team*	
DATE: *September 2024*	

1. **PURPOSE OF JOB**

   Working with some of the most vulnerable year 7 and 8 students, some of which may be at risk of permanent exclusion you will co-ordinate a bespoke education plan for the students in your care who may have behavioral, emotional and social barriers to their learning. You will plan and co-ordinate the delivery of provision to help students develop their potential through class work, group work and 1:1 support.

2. **PRINCIPAL DUTIES AND RESPONSIBILITIES**

   - *Manage and develop a small team*
   - *Create flexible learning packages including differentiated materials, to be delivered by the team.*
   - *Monitor and review the outcome of the learning packages*
   - *Plan lessons for the team to deliver, ensuring work is marked and regular feedback given to students with clear next steps and action plans.*
   - *Establish constructive relationships with parents/carers. This may include regular meetings, reports and feedback.*
   - *Maintain accurate and up to date files for all students, in order to monitor and review progress for each individual student.*
   - *To understand and follow College policies including those on behavior, confidentiality and child protection.*
   - *To organize and coordinate meaningful activities to enable students to access the curriculum, either one to one or in small groups. This may include 'on site' activities or 'off site' visits and trips, or work experience.*
   - *To support students' re-integration into mainstream education, ensuring excellent lines of communication to students, parents and relevant staff.*
   - *To be the main port of call for parents of identified students, both by telephone and in person.*
   - *To attend meetings with parents and outside agencies*
   - *To work with students to introduce methods to reduce areas of conflict.*
   - *To provide care and supervision for students within Aspire and outside of College e.g. on visits, ensuring all health and safety guidelines and risk assessments have been followed, Training will be given.*
   - *Work closely with other schools*
   - *Co-ordinate activities to improve attendance of the students in your care.*
   - *Build relationships with external agencies to ensure the best opportunities and outcomes for students.*
   - *Attend parents evenings and other events when requested, which may require attendance outside of school hours.*
   - *Be part of the duty rota.*

3. **FACTS AND FIGURES**
- *Track attainment and behavior progress of individuals*
- *Manage a small team including performance management, staff development, grievance and discipline procedures as required.*

4. **PROBLEM SOLVING AND CREATIVITY**
- *Supporting students ensuring there are clear guidelines on what is expected of them*
- *Be able to respond to urgent student referrals,*
- *Coordinate and deliver curriculum plans for vulnerable students from feeder schools to ensure a smooth transition for these students*

5. **DECISION MAKING**
- *Co-ordinate support packages needed for individual students*

6. **PHYSICAL EFFORT AND WORKING CONDITIONS**
- *Working in a classroom environment. Will involve occasional travel to offsite meetings within the local area, for example feeder schools.*
- *Bespoke curriculum activities may include vocational lessons outside of the classroom, for example a community project or gardening project.*

7. **CONTACTS AND RELATIONSHIPS**
- *Have experience working with or relating to young people exhibiting challenging behavior and have a commitment to their welfare, education and development.*
- *Frome College is committed to safeguarding and promoting the welfare of children and young people and all staff working with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern the colleges agreed Child Protection procedures will be forward alongside implementation of the colleges Disciplinary procedures.*

8. **ADDITIONAL INFORMATION**
- *Good interpersonal and communication skills are essential together with the flexibility and adaptability to ever changing situations.*
- *You will be emotionally aware, able to lead and work as part of a team. You will have an approachable and good-humored disposition.*
- *This is a 'hands on' position. As well as coordinating, you will be delivering lessons.*
- *Ability to engage positively and successfully with challenging young people and remain calm.*
- *You will show initiative and regularly review the delivery of the curriculum to bring fresh ideas to engage students. The postholder may need to take part in additional training to be able to deliver new strategies.*
- *Post holder to carry out break/lunch and before school duties when required (Rota basis)*
- *To carry out other responsibilities appropriate to the grade as agreed with Line Manager or Business Manager.*

9. **KNOWLEDGE, SKILLS AND EXPERIENCE**
- *The successful candidate ideally will be a fully qualified teacher and have experience of Forest School.*

10. **GENERAL**
- *This job description only contains the main accountabilities relating to this post and does not describe in detail all duties required to carry them out.*
- *Midsomer Norton Schools Partnership is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced Disclosure and Barring Check is required prior to appointment.*

Additional Information
This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

Post Holder: **Line Manager:**

Name: ……………………………………   *Name:………………………………..*

Signature: ………………………………………   *Signature: ……………………………*

Date…………………………………………….   *Date …………………………………*